

**ARIZONA DEPARTMENT OF EDUCATION**

**Lisa Graham Keegan**  
Superintendent of  
Public Instruction



STATE OF ARIZONA

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**SCHOOL FINANCE MEMORANDUM 00-027**

**TO:** Charter School Administrators, Directors Principals  
**FROM:** Rose Whelihan, School Finance  
**DATE:** December 29, 1999  
**SUBJECT:** Average Daily Membership (ADM) Edit Update Reports

The Edit Update Reports (ADMS05-1) for your charter school are now available and posted on your charter school's home page on the ADE web site (<http://www.ade.state.az.us/schoolfinance/Districts>). District sponsored charter schools' reports will be listed under the sponsoring district's name. The data collection staff has processed all ADM data that has been received as of 12/29/99. Hard copies of these reports will not be mailed.

**Please check your reports and make the necessary corrections by January 5, 2000.** The January 15, 2000 payment will be based on your 40<sup>th</sup> or 100<sup>th</sup> day Average Daily Membership (ADM). Remember your 40<sup>th</sup> day and your 100<sup>th</sup> day ADM reports must be received by School Finance no later than 12 days after your 40<sup>th</sup> day or 100<sup>th</sup> day in session in order to be eligible for payment.

If you have any questions regarding ADM please contact me at (602) 542-8240 or e-mail at [rwhelih@mail1.ade.state.az.us](mailto:rwhelih@mail1.ade.state.az.us).

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December 29, 1999